

EDUCATION**Lebanese American University – Beirut, Lebanon****2021-2026**Bachelor of Arts in Translation – *CGPA: 3.42/4 – Honors List*

Minor in Business

WORK EXPERIENCE**Estee Medical Group, Jumeirah, Dubai (Freelance translator)****April-May 2024**

- Translated medical documents including consent forms, ensuring accuracy and clarity in specialized terminology
- Managed and met tight deadlines for document translation

RC Trading (Freelance translator)**February-December 2025**

- Translated business brochures and marketing materials from English to Arabic
- Coordinated with clients to incorporate specific terminology, style guides, and feedback

INTERNSHIP EXPERIENCE**Translation and Localization Internship (ENG<>AR)****January 2026- Present****Mentee under Takla Rahbani, Professional Translator, Localization specialist**

- Learning and applying post-editing and gender-neutral language adaptation in Arabic
- Contributing to the translation of diverse projects including marketing brochures

Ministry of Finance**June-2025**

- Gained firsthand exposure to the workflow of government financial planning
- Reviewed finalized official documents and reports to ensure proper formatting, consistency, and completeness

Ghassan Pharmacy, Saida-Lebanon**July-August 2022**

- Performed accurate data entry to gain proficiency in system navigation
- Developed a solid understanding of professional working ethics including the importance of ensuring customer purchase privacy

VOLUNTEERING AND EXTRACURRICULAR ACTIVITIES**Interpreter (Arabic–English) — Freelance / Event-based****December 2025***ASFER conference- LAU*

- Provided consecutive interpretation during a 2-hour session
- Facilitated clear communication AR<>ENG

MMKN Organization**June-July 2023**

- Tutored Biology for Grade 9 Public School Students
- Ensured fostering a non-judgmental, and friendly environment to enhance student's productivity

The Volunteer Circle**February-April 2024**

- Customer service volunteer with "Mortben"

WORKSHOPS PARTICIPATION**Lebanese Red Cross (The project humanity)****March, 2019****SKILLS AND LANGUAGES**

- Technical Skills: Microsoft Office Suite
 - Canva
 - Customer Service
 - Google Drive
- Native Arabic speaker and fluent in English